

**CTWG CIVIL AIR PATROL  
STAFF MEETING MINUTES  
20 MARCH 2002**

The meeting was called to order by LTC Palmer at 1930 hrs.

Pledge of Allegiance was recited and a moment of silence held for our fellow service personnel.

Roll Call by LTC PALMER:

Attendance:

CTWG COMMANDER  
ADMINISTRATIVE ASST.  
VICE COMMANDER  
CHIEF OF STAFF, COMMUNICATIONS  
ASSISTANT/RAPID RESP  
AF/CAP CTWG LNCO  
MA/RI/CT LO  
USAFR (IMA)  
USAFR (WRC)  
CTWG AFEPL  
USAF (RANCO)  
DIRECTOR OF CADET PROGRAMS  
DIRECTOR OF COMMUNICATIONS  
DIRECTOR OF INFOR. MGMT/PROFESSIONAL  
DEVELOPMENT/COMM ASST.  
INFORMATION MGMT OFFICER  
FINANCE OFFICER  
INSPECTOR GENERAL  
LEGAL OFFICER  
DIRECTOR OF SAFETY  
DIRECTOR OF OPERATIONS/ PLANS & PROG  
EMERGENCY SERVICES OFFICER  
GROUND OPERATIONS COORDINATOR  
STAN/EVAL OFFICER & SAFETY ASSISTANT  
DIRECTOR OF PERSONNEL & ADMIN., DDR  
INTERNAL AEROSPACE OFFICER  
SUPPLY/TRANSPORTATION/REAL EST.OFF.  
SUPPLY ASSISTANT  
AIRCRAFT MAINTENANCE OFFICER  
HISTORIAN  
OPERATIONS TRAINING OFFICER  
EMERGENCY SERVICES ASSISTANT  
PUBLIC AFFAIRS OFFICER  
CTWG RAO (ADY)/USAFR  
LICENSING OFFICER  
CTWG RANCO/USAFR  
EXTERNAL AEROSPACE EDUC.  
OPERATIONS ASSISTANT

COL PAYNE  
MS. TEDFORD  
MAJ OSBORN (EX)  
LTC PALMER

MSGT LARA, SR  
LTC ISABELLE (NP)  
MAJ CASSELLA (NP)  
MAJ FURR (NP)  
LTC OLMSTED (NP)  
TSGT AUSTIN (NP)  
MAJ MARTEKA  
CAPT VALLEAU

MAJ WROBEL  
CAPT SCHINITIS  
CAPT GRAY  
LTC MCDONOUGH (NP)  
CAPT STEADMAN (NP)  
LTC ROGERS  
MAJ L. SCHINDLER (EX)  
MAJ CARROLL

1LT SLEDGE  
CAPT HOLLIS (NP)  
MAJ S. SCHINDLER (EX)  
1LT SCHINDLER (NP)  
LTC BRIGNOLA  
LTC MYLCHREEST (NP)  
CAPT WRIGHT (EX)  
LTC HORNER (EX)

CAPT SHAPIRO (EX)  
CAPT FLETCHER (NP)  
1LT PIENKOSZ (NP)

1LT NELSON (NP)  
2LT MACHT (NP)

SMSGT MORIN (NP)  
CAPT OESTREICHER (NP)  
GILLETTE (NP)

(NP) – Not Present (REP) – Representative (EX) – Excused

**LTC PALMER:**

- Col. Allenback will be attending the CTWG Conference. This puts a focus on Connecticut. CAP Manual 39-1, if you do not have one please get one. Check your uniforms and get them up to date. The change of command will be taking place between Col. Doty and Col. Goodlin at the conference. Haircuts are important. Tasked the Cadet Advisory Council to be walking around at the conference, to be checking uniforms. Clean up your workspaces. If the Commander gets a chance, Col. Allenback will be coming to wing. We need to look sharp; we want to make Col. Payne look good.
- The web-site is the window to our world. Visitors who come to Connecticut will look at our web-site.
- At the CTWG Conference there will be a number of seminars to include:
  - FAA Safety Seminar
  - ICS 100 Course
  - Aerospace Education Seminar – LtCol./Dr. Ann Walko
  - Discovery Museum
  - Building Telescopes
  - CAP On-line Seminar – Maj. Wrobel
  - Chaplain Seminar

**COL PAYNE:**

- Manual 39-1 has been updated.
- At The National Board Meeting- uniforms, it has been approved that you can wear your CAP ribbons and Insignia (ONLY) on your white shirt. However, if you put a blazer over the shirt you CANNOT wear the ribbon.
- The new flight suits are of very poor quality. It was recommended that perhaps not everyone should buy the suits at this time, until it is improved
- Counterdrug is alive and well. The CN Telecast was on Saturday, 16 March. Funding for Counterdrug will be reactivated. Given (90) flying hours and (4) missions to fly. Still need the position of Counterdrug filled.
- We still need to recruit a Finance Officer; Captain Gray will be staying until September at this time. We do have an Assistant Safety Officer who is on (6) month probation, who is being trained at this time.
- Passed around a memo on MSgt. Lara's new position.

**MSGT LARA:**

- Counterdrug will also mix with homeland security.
- At the CTWG Conference there will be a lot of people we have coming that we have not seen a long time. Reservists from RI, MA, NY, VT, ME and NH will be coming to the conference to meet Col. Goodlin.
- Plenty of money available for training.
- My job is staying the same. Right now I work for the USAF and CAP. Starting on Monday, 25 March 2002 I will be working for the USAF only. My title is changing to Deputy State Director, CAP-USAF Liaison Office. Otherwise, nothing else will change.
- Support encampment this summer as much as you can.
- Please help keep the offices clean by dumping your garbage cans and cleaning up you area.
- BE SAFE IN AIR AND ON THE GROUND!

**MAJ WROBEL:**

- Presentation of our web-site. We must keep the web-site up to date. Please send anything to me you would like posted on the web. Trying to make the web-site user friendly. Also remember to give me a few days to put it on the site.

**CAPT VALLEAU:**

- Working on the Linking Project. Hopefully by the CTWG Conference Brooklyn and Mohawk will be linked together.
- All testing officers and commanders, please know what tests you are giving-to make sure it is not obsolete.

**LTC ROGERS:**

- No mishaps so far this year.
- Exhaust leak on the van for NW Hills Composite Squadron.
- Careful of freezing roads at night even though it is spring.

**MAJ MARTEKA:**

- CAC was (2) weeks ago-minutes will be coming out.
- Interviewing cadets, would also like to thank MSgt. Lara and MAJ Wrobel for their help.
- Color Guard Competition will be held on Saturday, 6 April from 0800-1600 hrs in Manchester.
- Working with the Wing Conference Committee regarding the cadet programs.
- Regarding DDR, asking for some help from LtCol. Leslie Stevens.

**MAJ CARROLL:**

- Sat. 23 March – Red Cross & CPR Course at Silver City Squadron.
- 11 May – Red Cross & CPR Basic Training for seniors at CT Wing.
- 10 April – Shelter Operations Course at CT Wing.
- 08 May – Damage Assessment Course at CT Wing.
- 13 April – ICS-200 Course at CT Wing.
- 17/18 May – Red Cross Training Exercise.
- Need to get our dog teams qualified & registered with National.
- Trying to keep our inspection checklist down.

**1LT SLEDGE:**

- 17/18/19 May - Ground Team Training, including missing person and downed aircraft.
- Web site will have all pertinent information.

With nothing further to come before the meeting, it was adjourned at 2032 hrs.

Respectfully submitted,

//signed//

Cindy Tedford  
Administrative Assistant

Cc: CTWG Staff & Squadrons